

**OFFICE OF FINANCIAL INSTITUTIONS  
DIVISION OF FINANCIAL INSTITUTIONS  
1025 CAPITAL CENTER DRIVE, SUITE 200  
FRANKFORT, KENTUCKY 40601  
PHONE (502) 573-3390  
FAX (502) 573-0184**

**How to license a Check Casher:**

- 1. Read Kentucky Revised Statutes Chapter 368 (<http://162.114.4.13/KRS/368-00/Chapter.htm>) and the applicable administrative regulations under KAR 808.9 (<http://www.lrc.state.ky.us/kar/TITLE808.HTM>).**
- 2. Complete application form. Please complete as specifically instructed, have signed and notarized. Please answer all questions.**
- 3. Forward State License Confirmation form to state(s) currently licensed and operating in.**
- 4. Obtain either Irrevocable Letter of Credit, Escrow Agreement, or account payable to OFI to be used for 368.040 requirement.**

**The Check Casher license is renewable annually prior to the June 30 expiration. The renewal fee is \$500.00 per location.**